



*Austin Fire Department Emergency Prevention Division*  
**INSPECTIONS SECTION**

505 Barton Springs Road, Suite 200, Austin, Texas 78704  
Phone (512) 974-0160 Fax (512) 974-0162

**INSPECTION INFORMATION  
FIRE CODE VIOLATIONS  
OPEN RECORDS REQUEST**

**NOTE:** Requests for **INCIDENT and INSPECTION Reports** can be addressed to John E Doyle at (512) 974-0196  
Requests for **HAZARDOUS MATERIALS Reports** can be addressed to Patricia Slater at (512) 974-0182

**DATE:** \_\_\_\_\_ (request date)

**INFORMATION REQUESTED TO BE SENT TO THE FOLLOWING:**

**NAME:** \_\_\_\_\_ (Contact)

**BUSINESS:** \_\_\_\_\_ (Requestor affiliation)

**STREET ADDRESS:** \_\_\_\_\_  
(Reports will be mailed to this address)

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_

**INFORMATION IS REQUESTED FOR THE FOLLOWING LOCATION:**

**The requested information pertains to any fire code violations only.**

**ADDRESS NUMBER:** \_\_\_\_\_ (A specific location number)

**NAME OF STREET:** \_\_\_\_\_ ST/RD/AVE/BLVD/CIR/WAY/HWY/FM/RR

**BUSINESS NAME AT THIS LOCATION:** \_\_\_\_\_

**DATE (S) OR RANGE OF DATES OF RECORDS REQUESTED** \_\_\_\_\_

***PLEASE SPECIFY ADDITIONAL INFORMATION NEEDED (IF ANY)***

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- Requestor will be notified in advance of any charges -  
- Payment must be made before copies can be released -  
Copies can be: Mailed, Pick-up, or Federal Express to Customer's Account.  
Reports **CAN** be faxed, but may not be legible.